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## DAVISON COMMUNITY SCHOOLS

### Board of Education

Organizational Meeting

Monday, July 20, 2009

7:00 p.m.

Cardinal Center Board Room

### MINUTES

**MEMBERS PRESENT:** Karen Conover  
Carol Dowsett  
Lawrence Finkbeiner  
Dale Green  
Kim Lindsay  
Mark McGlashen  
Kathleen Sudia

**ADMINISTRATION:** Clay Perkins, Superintendent of Schools  
Eric Lieske, Assistant Superintendent  
Dan Romzek, Director of Finance and Operations  
Donna Whitley, Special Services Director

**STAFF:** Randy Scott

**OTHER GUESTS:** Judge John Conover, George Jaksa (Davison  
Flagstaff), Gary Gould (Davison Index)

### **ORDER OF BUSINESS:**

**CALL TO ORDER:** The organizational meeting of the Davison Board of Education was called to order by President Kathleen Sudia at 7:04 pm in the Cardinal Center Board Room.

**PLEDGE OF ALLEGIANCE:** The pledge of allegiance was led by President Kathleen Sudia.

**ADMINISTRATION OF OATH OF OFFICE TO BOARD MEMBERS:** Judge John Conover administered the OATH OF OFFICE to re-elected board member Kathleen Sudia and to the rest of the board.

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**ROLL CALL:** Kathy LaFeldt read the roll. Members present: Karen Conover, Carol Dowsett, Lawrence Finkbeiner, Dale Green, Kim Lindsay, Mark McGlashen, and Kathleen Sudia.

**APPROVAL OF AGENDA:** Moved by Karen Conover, supported by Dale Green, to approve the agenda as presented. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF BYLAWS:** In view of the new legal status of the Davison Community Schools as a "general powers school district, effective July 1, 1996, it is now necessary for the Board to adopt a set of bylaws which will govern the structure and operation of the Board. The current bylaws of the Davison Board of Education are incorporated as Section 1000 of the Board Policy manual. Moved by Karen Conover, supported by Mark McGlashen, to adopt Section 1000 of the Board policy manual as its bylaws for the 2009/2010 school year. The motion was carried with a vote of 7-yes, 0-no.

**ORGANIZATION OF THE BOARD OF EDUCATION:**

- **Election of President:** Dale Green nominated Kathleen Sudia.
- **Election of Vice President:** Dale Green nominated Carol Dowsett.
- **Election of Secretary:** Dale Green nominated Karen Conover.
- **Election of Treasurer:** Dale Green nominated Mark McGlashen.

No other nominations were made. Nominations for president, vice president, secretary, and treasurer were closed. A vote was taken.

Kathleen Sudia was unanimously elected as president of the Davison Board of Education for the 2009/2010 school year.

Carol Dowsett was unanimously elected as vice president of the Davison Board of Education for the 2009/2010 school year.

Karen Conover was unanimously elected as secretary of the Davison Board of Education for the 2009/2010 school year.

Mark McGlashen was unanimously elected as treasurer of the Davison Board of Education for the 2009/2010 school year.

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**APPROVAL OF CONSENT AGENDA:** Moved by Kim Lindsay, supported by Mark McGlashen, to approve the consent agenda which included items 1-5 below:

1. **Approval of Minutes:** Approval of the open and closed session minutes for the previous regular meeting of June 15, 2009.
2. **Approval of Bills for Payment:** Approval of payment of the bills for June 10 through June 31:  
  

|   |    |              |
|---|----|--------------|
| AP-Pooled Cash: General Fund, DCER, DTV, Athletic Fund, Cafeteria Fund, and Student Activity Fund | \$ | 1,701,493.55 |
| Building and Site   | \$ | 134,184.61   |
3. **Treasurer's Report:** Approval of the Treasurer's Report for the month of June.
4. **Monthly Personnel Report:** Approval of personnel activity for the period of June 11 through July 17, 2009.
5. **Identification of District's Legal Status:** Approval of a document which serves as the formal record of the legal status of this school district under the provisions of the Revised School Code. *(The document is attached to the official minutes of this meeting as a record of the district's legal status.)*

The motion was carried with a vote of 7-yes, 0-no.

**COMMUNICATIONS:**

**From the Public:** Visitors were welcomed and invited to address the Board. There was no response from the public.

**Correspondence:** Karen Conover read correspondence received from Natalie Miller on behalf of the Relay For Life Planning Committee thanking the district for the use of Cardinal Stadium for the event and for the monetary sponsorship provided by the district's employees.

**ACTION ITEMS:**

**AUTHORIZATION OF BANKS TO SERVE AS DEPOSITORIES OF SCHOOL BOND MONIES FOR INVESTMENT PURPOSES:** Moved by Carol Dowsett, supported by Lawrence Finkbeiner, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2009/2010 fiscal year:

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- 1) Citizens Commercial & Savings Bank
- 2) Davison State Bank
- 3) Fifth/Third Bank
- 4) JP Morgan Chase Bank
- 5) Bank of America
- 6) Michigan School District Liquid Asset Fund Plus
- 7) Oxford Bank
- 8) First Place Bank (Previously known as Franklin Bank)

There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**RENEWAL OF ACCOUNTS WITHIN THE ABOVE ENUMERATED DEPOSITORIES:**

Moved by Karen Conover, supported by Mark McGlashen, to approve the following enumerated accounts.

ACCOUNT  
NUMBERS

|              |               |   |
|--------------|---------------|---|
| 230007792807 | JPM Chase     | AP Pooled Checking                      |
| 230007792765 | JPM Chase     | Payroll Checking                        |
| 200872       | MILAF CADRE   | General Fund - Investment Account       |
| 201704       | MILAF CADRE   | Debt Retirement                         |
| 201705       | MILAF CADRE   | Building & Site Sinking Fund            |
| 221395       | MILAF CADRE   | Scholarship Trust Fund                  |
| 235000562761 | JPM Chase     | Building & Site Sinking Fund            |
| 235000762779 | JPM Chase     | Debt Retirement Fund                    |
| 230007680564 | JPM Chase     | DCS Employee Flexible Spending          |
| 235001284100 | JPM Chase     | DCS Employee Benefit Account - Meritain |
| 0009231705   | Citizens Bank | Payroll Clearing Account                |

The motion was carried with a vote of 7-yes, 0-no.

**AUTHORIZED SIGNATURES:** Moved by Carol Dowsett, supported by Kim Lindsay, to authorize the President, Secretary, and Treasurer to sign all district checks upon the various accounts of the district, either by personal signature or facsimile. ***There was discussion and questions were answered.*** The motion was carried with a vote of 7-yes, 0-no.

**DELEGATION OF TREASURER'S DUTIES:** Moved by Mark McGlashen, supported by Lawrence Finkbeiner, to authorize the delegation of all day-to-day duties of the treasurer identified in Board Policy 1150 to the Director of Finance and Operations. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**DELEGATION OF INVESTMENT DUTIES:** Moved by Karen Conover, supported by Carol Dowsett, to approve the resolution to authorize the Treasurer to invest surplus

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funds of the district and to authorize delegation of this duty to the Superintendent and/or Director of Finance and Operations. The motion was carried with a vote of 7-yes, 0-no.

**AUTHORIZATION TO NEGOTIATE LOANS AND OTHER FINANCIAL**

**TRANSACTIONS:** Moved by Carol Dowsett, supported by Dale Green, to adopt the following resolution:

*“That the board president, superintendent of schools, and/or director of finance & operations are authorized, on behalf of, and in the name of the Davison Community Schools to negotiate and process loans and financial accommodation forms.”*

The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF 403(b) VENDORS – INVESTMENT PROVIDERS LIST:** A copy of the 2009/2010 investment provider listing for the school district’s 403(b) Tax Sheltered Annuity plan was provided. Moved by Karen Conover, supported by Kim Lindsay, to approve the 403(b) Vendor listing for the 2009/2010 school year. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**SCHOOL ATTORNEYS:** Moved by Kim Lindsay, supported by Mark McGlashen, that the Board approve the continuation of its affiliation with the law firms of Thrun Law Firm of Lansing, J. David Karr of Davison, and Dean & Fulkerson of Troy. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**ARCHITECT APPROVAL:** Moved by Dale Green, supported by Kim Lindsay, that the Board approve the continuation of its affiliation with THA Architect Engineers for our construction and renovation projects. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF DISTRICT AUDITORS:** Moved by Kim Lindsay, supported by Mark McGlashen, that the Board approve the continuation of its affiliation with Yeo and Yeo to conduct our financial audits. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF FIVE STANDING BOARD COMMITTEES:** Board Policy 1180 allows the Board to form standing committees. Moved by Karen Conover, supported by Carol Dowsett, to approve the following five standing committees for 2009/2010:

- Building, Grounds, and Transportation
- Curriculum, Technology, and Programs
- Finance

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- Personnel
- Policy and Planning

There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF RESOLUTION TO BORROW AGAINST SINKING FUND TAXES:** It is necessary to borrow funds in order to complete all the summer Sinking Fund projects. The possible need to borrow was anticipated last spring when we decided to undertake the boiler replacement projects this summer. Since the projects we are currently undertaking will cost more than the district will receive in Sinking Fund taxes in 2009/2010, the district will need to borrow \$450,000.00 to cover the anticipated expenditures. Dan Romzek provided a summary, including a resolution prepared by Attorney Patrick Berardo of the Thrun Law Firm, recommending the Board adopt the resolution authorizing the issuance of Building and Site Bonds in the amount of \$450,000.00. Moved by Mark McGlashen, supported by Karen Conover, to approve the resolution as recommended. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF REVISED POLICIES AND REGULATIONS FOR THE FIRST READING:** Due to current law, and to clarify our expectations of students, the citation in Policy 5205 (Weapons) and regulation in Policy 8670 (Medications) were updated, revised, and proposed for approval. The Board Policy Committee reviewed the changes and recommended approval for the first reading. Moved by Carol Dowsett, supported by Karen Conover, to approve the first reading regarding Policy 5205 (Weapons) and Policy 8670 (Medications). There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF HEAD START OPERATIONAL AGREEMENT AND LEASE AGREEMENT:** Head Start operational and lease agreements were presented along with a memorandum from Superintendent Perkins explaining the agreements. These agreements govern our relationship with Head Start and Genesee County for the Head Start Program offered in the portable unit next to Thomson Elementary School. Moved by Karen Conover, supported by Mark McGlashen, to approve the Operational Agreement and Lease Agreement and authorize the superintendent to sign the agreements on behalf of the Board. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**MEETING DAYS AND TIMES:** Board members were provided with a list of proposed meeting days, times, and locations for the 2009/2010 school year. Moved by Carol Dowsett, supported by Lawrence Finkbeiner, to approve the list of meeting days, times,

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and locations for the 2009/2010 school year. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

Following is the approved list of meeting days, times, and locations for 2009/2010:

| <b>Day</b>   | <b>Time</b> | <b>Location</b>                |
|--|-------------|--------------------------------|
| 1. Monday, July 20, 2009<br>(organizational meeting)   | 7 pm        | 1. Cardinal Center Board Room  |
| 2. Monday, August 17, 2009                             | 7 pm        | 2. Cardinal Center Board Room  |
| 3. Monday, September 14, 2009                          | 7 pm        | 3. DHS Athletic Meeting Room   |
| 4. Monday, October 5, 2009                             | 7 pm        | 4. DHS Athletic Meeting Room   |
| 5. Monday, November 2, 2009                            | 7 pm        | 5. DHS Athletic Meeting Room   |
| 6. Monday, December 7, 2009                            | 7 pm        | 6. DHS Athletic Meeting Room   |
| 7. Monday, January 4, 2010                             | 7 pm        | 7. DHS Athletic Meeting Room   |
| 8. Monday, February 1, 2010                            | 7 pm        | 8. DHS Athletic Meeting Room   |
| 9. Monday, March 1, 2010                               | 7 pm        | 9. DHS Athletic Meeting Room   |
| 10. Monday, April 12, 2010                             | 7 pm        | 10. DHS Athletic Meeting Room  |
| 11. Monday, May 3, 2010                                | 7 pm        | 11. DHS Athletic Meeting Room  |
| 12. Monday, June 7, 2010                               | 7 pm        | 12. DHS Athletic Meeting Room  |
| 13. Monday, June 21, 2010<br>(planned special meeting) | 7 pm        | 13. Cardinal Center Board Room |

**DESIGNATION OF REPRESENTATIVE FOR ANNUAL G.I.S.D. BUDGET HEARING:**

The Genesee Intermediate School District's annual general fund budget hearing is scheduled to be held March 10, 2010. A delegate and alternative delegate from our Board should be appointed to serve as the district's voting representative at this hearing. Moved by Carol Dowsett, supported by Kim Lindsay, to appoint Mark McGlashen to serve as the district's voting representative and Lawrence Finkbeiner to serve as alternate representative at the GISD annual budget hearing. The motion was carried with a vote of 7-yes, 0-no.

**GENESEE COUNTY ASSOCIATION OF SCHOOL BOARD MEMEBERS ELECTION OF OFFICERS AND WORKING COMMITTEE REPRESENTATIVES:**

An official ballot for election of the GCASBM officers and designation of local board representatives for the association's Working Committee was received and presented for Board review. The GCASBM president requested the Board vote for the association's officers and designate a representative and alternate representative for the 2009/2010 Working Committee. Moved by Mark McGlashen, supported by Carol Dowsett, to vote for the slate of GCASBM officers as presented (only one candidate running for each office) and designate Lawrence Finkbeiner and Kim Lindsay as representative and

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alternate representative respectively for the 2009/2010 Working Committee. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**ACCEPTANCE OF CONTRIBUTIONS:** Moved by Karen Conover, supported by Dale Green, to gratefully accept the following contributions and to direct the superintendent to express the Board's gratitude in writing:

- The Knights of Columbus provided monetary funding in the amount of \$1,237.56 to purchase materials and provide activities for our special education cognitively impaired students.
- Dan Klimecki donated a Bunn Omatic coffee machine valued at \$150 to the Athletic Department for use in their baseball concession stand at the high school.

The motion was carried with a vote of 7-yes, 0-no.

**INFORMATIONAL ITEMS:**

**From our Superintendent:**

- Superintendent Perkins provided an invitation to board members from U of M - Flint to attend an event scheduled Monday, July 27 regarding the economic future of education in the region.
- The following commencement dates have been set for the 2010 graduating class and will be proposed for approval by the board in the fall:
  - Davison Alternative Education – Wednesday, June 9
  - Davison High School – Monday, June 14

**Other Matters Which May Properly Come Before the Board (From Board members):**

- Dale Green inquired about the results of the district's recent bus inspections. (Dan Romzek responded and provided a summary of this year's bus inspections.) Dale also shared his interest in attending upcoming board member training and conferences provided by MASB and confirmed support of his attendance by the Board.
- Mark McGlashen brought forth a topic of interest regarding the latest information relating to our state's legislation.



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- Lawrence Finkbeiner commented on a Flint Journal sports writer's article regarding the formation of a mega league.

**Future Meeting Dates:**

Next Regular Meeting:     Monday, August 17, 2009  
   7:00 pm  
   Cardinal Center Board Room  
   1490 N. Oak Road  
   Davison, MI 48423

**ADJOURNMENT:** Moved by Kim Lindsay, supported by Karen Conover, to adjourn the meeting at 8:28 pm. The motion was carried with a vote of 7-yes, 0-no.

Respectfully submitted:

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Karen Conover, Secretary  
Davison Board of Education

09-10/Board/Minutes/July20,09